



ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
COMMUNITY SAFETY BUILDING O'NEILL ROOM  
3/27/19 7:30 PM

**ATTENDEES:**

Gibian*	White*		Kellar*	McKenna*
	Wallach*	Harmer*	Tosti*	
Ellis*	Foskett*	Deyst	Duvadie	
	Beck*	Jones*	Deshler*	
Franclemont*	Howard*	LaCourt*	Carman*	Diggins*

\*Indicates present

**VISITORS:** Commission on Disabilities Members Jack Jones, Cynthia DeAngelis, Ellen Leigh; Director Health and Human Services Christine Bongiorno, Select Board Chair Dan Dunn

1. MINUTES of 3/25/19 approved as revised. Unanimous

2. ART 64 COMMISSION ON DISABILITIES: DeAngelis reviewed the Commission's \$25k plan for FY20 (Ref 1). She described a \$10k self-evaluation plan against the ADA with additional funds from the State & CDBG. A 2<sup>nd</sup> project is a \$3k speakers series including Town Day puppets. She said improvements to the website based outreach would cost \$3k. Finally the COD will undertake assistive technology improvements for the Town meeting rooms estimated to cost \$9k. A COD member in a wheel chair told of not being able to get into the bldg. on a previous visit because she could not open the door and the duty officer could not hear her. During subsequent discussion, some members were concerned with adequate oversight of spending but were reassured that Bongiorno came to the hearing.

VOTED \$25,000 Unanimous.

3. OVERRIDE PLANS: Dunn discussed a proposed list of SB commitments, Ref 2. This would be a 4 year plan that funds the schools' long range plan, improves mobility for residents, and assumes the Governor' budget. Pooler provided a supporting document (Ref 3) showing that with neither an override nor extra Town and school funding, the Town would need an override in FY23. A \$3.7m override without extra Town and school funding would require another override in FY24. A \$5.6m override would allow the proposed extra Town and School funding and also lead to another override in FY24. Dunn suggested combining the debt exclusion and override votes on the same ballot would be more honest and would avoid campaign burnout. He said the SB will freeze the ballot question on 4/17. Members expressed reluctance to contribute to the political development of the override plan. Members pointed out that an increase in trash pickup is expected and a new AHS is urgent. Members are concerned that these plans would not reduce the structural deficit. In a long subsequent discussion members were unwilling to vote to support the proposed plan until it is adopted by the new SB.

VOTED to postpone a vote until 4/10 at the earliest. 8-6

4. ART 65 CELEBRATIONS & EVENTS:

VOTED \$15,167 (same as FY19) Unanimous

5. ART 66 MISCELLANEOUS

VOTED \$10,821 to indemnify certain retired police and fire personnel for medical expenses. Unanimous

6. ART 76 LONG TERM STABILIZATION FUND

VOTED \$100,000 as in previous years. Unanimous

7. BUD 22 EDUCATION:

VOTED to add \$450,500 for a total of \$70,826,139. Unanimous

8. ART 58 CAPITAL BUDGET: W&S debt service was omitted by mistake.

VOTED to add \$150,000 to exempt debt service.

9. BUD 25 RETIREMENT: Finances SubCom White recommended the budget as printed. Board is still using 4 yr smoothing. No xxx this year.

VOTED \$11,355,945 Unanimous

10. BUD 26 INSURANCE Finances SubCom Kellar provided a revised group health budget, Ref 4. He walked the members through each item. The appropriation for health insurance increased both because a rate increase and 28 new teachers. The average cost to the Town per employee is \$60. Kellar recommended liability insurance as printed.

VOTED \$17,410,018 for group health insurance. Unanimous

VOTED \$481,818 for liability insurance as printed in the new handout. Unanimous.

11. BUD 27 RESERVE FUND Finances SubCom Kellar recommended a larger amount than printed consistent with a larger budget.

VOTED \$1,604,584 Unanimous

12 ART 61 SEWERS: W&S SubCom recommended revising the vote of 3/25 to mention only the amount to be borrowed.

VOTED \$800,000 Unanimous

13 ART 63 WATER: W&S SubCom Grant recommended revising the vote of 3/25 to mention only the amount to be borrowed.

VOTED \$1,200,000 Unanimous

14. W&S EF FUND: W&S SubCom Grant provided revised budget book pages 164-166 plus backup pages listing the consolidated accounting and showing how the offsets to and charges from other budgets are figured.

VOTED Sewer Collection \$11,354,490. Unanimous

VOTED Storm Sewers \$326,000. Unanimous

VOTED Water distribution \$8,344,069. Unanimous

VOTED W&S Properties \$591,278. Unanimous

VOTED Debt Service & Capital projects \$1,068,650. Unanimous

VOTED Water Main Capital Outlay \$562,000. Unanimous  
VOTED W&S Expense \$22,346,487, W&S Revenue \$22,346,487 Unanimous

15. COMMITTEE: Members are asked to carefully review their budgets & related comments in the draft report due by Monday. There will probably be a meeting on 4/10 in case the House Ways & Means budget has unexpected contents and to consider the override. There may be a meeting on 4/17 concerning the override. There will be a meeting on 4/22 at 7:30 in the Lyons Room before Town Meeting.

Meeting adjourned at 10:30 PM

Peter Howard 3/27/19  
Revised 3/31/19

Ref 1 Memo Jones to Tosti, DOC Appropriations Request , 3/24/19

Ref 2 Draft Override Commitments

Ref 3 Override Scenarios

Ref 4 Group Health Budget

Ref 5 W&S Material



COMMISSION ON DISABILITY, TOWN OF ARLINGTON  
20 ACADEMY STREET, SUITE 203, ARLINGTON, MASSACHUSETTS 02476-6436 (781) 316-3431

To: Alan Tosti  
Chair of the Finance Committee

From: Jack Jones  
Director of Housing & Disability Programs

Date: March 24, 2019

Re: FY 2020 Appropriation Request for Commission on Disability

The Commission on Disability (C.O.D.) is requesting the consideration of the Finance Committee to appropriate an amount of twenty-five thousand dollars in FY 2020 to be expended by the C.O.D. for the following four categories.

*Self-Evaluation and Transition Plan - \$10,000.00*

The C.O.D. requests ten thousand dollars to assist the Town in implementing corrective actions that will be identified in the current self-evaluation of its programs, services, and activities; facilities; and current policies, practices and procedures as these apply to compliance with Title II of the Americans with Disability Act. This self-evaluation is being funded with a grant of forty thousand dollars from the Massachusetts Office on Disability with an additional appropriation of thirty six thousand dollars of Community Development Block Grant Funding.

*Education - \$3,000.00*

The C.O.D. plans to provide an educational program at an estimated cost of three thousand dollars. The educational program will be in the form of a speaker series, a puppet troupe at Town day, training for town employees, and printing cost to publish a C.O.D. newsletter.

*Community Outreach - \$3,000.00*

The C.O.D. will work with the Town's information officer to improve community outreach in the form of improved web site design at an estimated cost of three thousand dollars.

*Assistive Technology - \$9,000.00*

The C.O.D. will improve access through assistive technology in Town meeting rooms, starting with the C.O.D. meeting room and following with the Select Board meeting room. This technology would include hearing assistive loops for hearing impaired and automatic door openers to assist mobility impaired individuals in addition to other accessibility improvements. To begin this project it will be at an estimated cost of nine thousand dollars.

The Finance Committee's consideration of this request for an appropriation of twenty five thousand dollars is appreciated.

# Draft FY20 Override Commitments

## 1. Exercise fiscal discipline, and provide quality municipal services.

- a. Commit to no Proposition 2½ overrides for at least four years.
- b. Continue to increase general education operating budgets by 3.5% annually.
- c. Continue to increase general government operating budgets by 3.25% annually.
- d. Continue to fund special education cost growth at a rate of 7% per year.

## 2. Respond to ongoing school enrollment growth pressures.

Increase the education budget for future enrollment increases at a rate of 50% of per pupil expenditures.

## 3. Build Arlington's future.

- a. Phase in funding of the School Committee's Multi-Year Plan to: address the impact of explosive enrollment growth of 27% since 2011; improve instruction; close the achievement gap for high needs students; ensure safe and supportive schools; and attract, retain, and develop talented staff. Adopt the following schedule of increases to base operating budgets: FY20 - \$600,000; FY21 - \$600,000; FY22 - \$800,000; FY23 - \$800,000.
- b. Improve mobility for all residents, and support the goals of the Town's Complete Streets and Age-Friendly Community initiatives by adding \$250,000 to the base budget for pedestrian infrastructure and senior transportation.

## 4. Minimize impact on taxpayers, particularly seniors and others with income challenges.

- a. Advance new tax relief programs, including a municipal circuit breaker and increased eligibility for property tax deferral options, and publicize existing relief programs.
- b. Remove certain water and sewer debt costs from property tax bills.
- c. Pursue new revenue sources.
- d. Work with financial leadership to develop bonding schedules that will minimize single-year tax increases and debt service costs related to the Arlington High School rebuild.

## 5. Protect against future fiscal shocks, and maintain the Town's strong bond rating.

Maintain financial reserves at 5% or better for the duration of the four-year plan.

Health care?

## Baseline Scenario

Assumes 50% average student cost for enrollment growth, starting in FY20.

Ch. 70: FY20, Governor's budget, then 4%, 3%, 2%, 1% increases.

What If Summary Page.								
	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Revenue	161,278,001	168,568,000	176,014,751	183,647,055	176,400,333	179,309,103	183,271,753	187,347,388
Expenses	161,278,001	168,568,000	176,014,751	183,647,055	191,372,108	199,913,115	208,636,374	217,485,423
Balance: Surplus or (Deficit)	0	0	0	0	(14,971,776)	(20,604,012)	(25,364,621)	(30,138,035)
Stabilization Fund Balance	21,224,443	21,274,917	13,182,197	974,835	0	0	0	0
Stabilization Fund Use or (Deposit)	(2,786,331)	50,474	(8,092,720)	(12,207,362)	0	0	0	0
Override (Enter an Amount)								
Years before next override								
Avg. Single Family Tax Impact	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Additions								
Town Additions								
<b>Notes:</b> Assumes 50% per student growth starting in FY20 Ch. 70, FY20, Gov's, then 4%, 3%, 2%, 1%								

## Baseline Scenario – Override

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Revenue	161,278,001	169,818,474	176,052,676	183,685,928	191,411,953	183,669,098	187,457,963	191,638,253
Expenses	161,278,001	169,818,474	176,052,676	183,685,928	191,411,953	199,953,956	208,678,236	217,528,332
Balance: Surplus or (Deficit)	0	0	0	0	0	(16,284,858)	(21,220,273)	(25,890,079)
Stabilization Fund Balance	21,224,443	24,974,917	20,636,772	12,277,849	275,888	0	0	0
Stabilization Fund Use or (Deposit)	(2,786,331)	3,750,474	(4,338,145)	(8,358,923)	(12,001,960)	0	0	0
Override (Enter an Amount)		3,700,000						
Years before next override		4						
Avg. Single Family Tax Impact	\$250.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Additions								
Town Additions								

Additional School and Town increases, Scenario: 6,6,8,8 & 250 – Baseline.

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Revenue	161,278,001	169,418,000	177,493,876	182,292,765	175,425,498	179,309,103	183,271,753	187,347,388
Expenses	161,278,001	169,418,000	177,493,876	185,977,304	194,583,249	203,235,958	212,074,806	221,043,467
Balance: Surplus or (Deficit)	0	0	0	(3,684,539)	(19,157,751)	(23,926,855)	(28,803,053)	(33,696,079)
Stabilization Fund Balance	21,224,443	20,424,917	10,853,072	0	0	0	0	0
Stabilization Fund Use or (Deposit)	(2,786,331)	(799,526)	(9,571,845)	0	0	0	0	0
Override (Enter an Amount)								
Years before next override								
Avg. Single Family Tax Impact	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Additions	600,000	600,000	800,000	800,000				
Town Additions	250,000							

Additional School and Town increases, Scenario: 6,6,8,8 & 250 – 4 year Override

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Revenue	161,278,001	171,718,474	177,551,276	186,036,139	194,643,555	185,725,710	189,607,639	193,841,671
Expenses	161,278,001	171,718,474	177,551,276	186,036,139	194,643,555	203,297,771	212,138,165	221,108,410
Balance: Surplus or (Deficit)	0	0	0	0	0	(17,572,061)	(22,530,526)	(27,266,739)
Stabilization Fund Balance	21,224,443	26,024,917	22,135,672	13,422,726	235,255	0	0	0
Stabilization Fund Use or (Deposit)	(2,786,331)	4,800,474	(3,889,245)	(8,712,946)	(13,187,470)	0	0	0
Override (Enter an Amount)		5,600,000						
Years before next override		4						
Avg. Single Family Tax Impact	\$379.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Additions	600,000	600,000	800,000	800,000				
Town Additions	250,000							

	2017 Actual	2018 Actual	2019 Budget	2020 Budget	\$ Change	% Change
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### 0191487 GROUP HEALTH INSURANCE

5245 EXP: WORKERS COMP	332,337	481,396	540,000	540,000		0.00%
5700 MEDICARE PENALTY	17,314	13,454	18,000	18,000		0.00%
5703 OPT OUT PROGRAM	239,400	235,403	215,996	217,996	2,000	0.93%
5704 INSURANCE: GROUP HEALTH	13,876,396	14,197,649	15,020,788	15,859,137	838,349	5.58%
5705 INSURANCE: GROUP LIFE	73,436	61,670	63,633	86,230	22,597	35.51%
5706 MEDICARE PAYROLL TAX	1,170,114	1,191,761	1,364,821	1,358,923	(5,898)	-0.43%
5709 FLEXIBLE BENEFIT PLAN	64,501	29,907	75,000	33,000	(42,000)	-56.00%
<b>0191487 GROUP HEALTH INSURANCE APPROPRIATION TOTAL</b>	<b>15,773,497</b>	<b>16,211,239</b>	<b>17,298,238</b>	<b>18,113,286</b>	<b>815,048</b>	<b>4.71%</b>

### OFFSETS

<b>0191487 GROUP HEALTH INSURANCE TAXATION TOTAL</b>	<b>15,032,158</b>	<b>15,525,950</b>	<b>16,627,282</b>	<b>17,410,018</b>	<b>782,736</b>	<b>4.71%</b>
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## ATT D: Summary computation breakdown

	2020 budget	sub-totals	sub-totals	sub-totals
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### Budget Totals

Totals:

Total Sewer Collection System	\$ 11,354,490		\$ 11,354,490
Total Storm Sewers Collection	\$ 326,000		\$ 326,000
<i>Total (really a subtotal) Water Distibution system p163</i>	\$ 8,344,069	\$ 8,344,069	
Running total		\$ 20,024,559	

*Other Subtotals of Water Distribution System:*

<i>Subtotal Water/Sewer Properties</i>	\$ 591,278		
<i>Subtotal Rehab Water System Capital</i>	\$ 100,000		
<i>Subtotal Debt service and Capital Projects</i>	\$ 1,068,650		
<i>Subtotal Water Main Capital Outlay</i>	\$ 562,000		
<i>Other Subtotal totals</i>		\$ 2,321,928	\$ 2,321,928
<i>Total Final Water Distribution Systems, p164 inc. all totals, subtotals</i>	\$ 10,665,997		\$ 10,665,997 \$ 10,665,997
<b>Total Water &amp; Sewer</b>	<b><u>\$ 22,346,487</u></b>	<b><u>\$ 22,346,487</u></b>	<b><u>\$ 22,346,487</u></b>

## **Summary Section**

### **Personnel Service Summary: All Salaries + Clothing & Cleaning Allowance**

Sub-Total Sewer Collection System Salaries & Wages	\$ 523,678
Subtotal Water/Sewer Properties: Sal &Wages only, not Energy, Heating Fu	\$ 523,678
Subtotal Water Distribution :includes S&W, OT,Stipends,etc.	\$ 1,354,031
All Salaries	\$ 2,401,387
Clothing allowance	\$ 6,300
Cleaning Allowance	\$ 425
	\$ 6,725
<b>Personnel Service Summary, p164</b>	<b>\$ 2,408,112</b>
	<b>\$ 2,408,112</b>

### **Expenses Summary**

Subtotal Sewer Collection (Expenses)	\$ 125,000
Total Storm Sewer Collection	\$ 326,000
Subtotal Water Distribution,p162	\$ 360,680
less Clothing allowance	\$ (6,300)
less Cleaning allowance	\$ (425)
Energy	\$ 28,600
Heating Fuel	\$ 35,000
Great Meadows Expense	\$ 4,000
<b>Total Expenses</b>	<b>\$ 872,555</b>
	<b>\$ 872,555</b>

### **MWRA Assessment**

Subtotal MWRA Assessment - Sewer	\$ 8,952,265
Subtotal MWRA Assessment - Water	\$ 5,390,060

<b>MWRA Assessment</b>	<b>\$ 14,342,325</b>
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### **Indirect Charges**

Indirect Costs, Sewer, pg160	\$ 349,688
Indirect Costs, Water pg162	\$ 349,688
<b>Indirect Charges</b>	<b>\$ 699,376</b>

**Capital and Debt**

Subtotal Debt Service/Sewer Capital	\$ 508,749
Sewer Capital amount (for Sewer Rehab, pg 161)	\$ 100,000
Subtotal Debt Service/Capital Projects	\$ 1,068,650
Subtotal Water Maint Capital Outlay	\$ 562,000
<b>Capital and Debt</b>	<b>\$ 2,239,399</b>
	\$ 2,239,399

**Health Insurance**

Health Benefits - Sewer pg 160	\$ 284,413
Health Benefits - Water pg 162	\$ 284,413
<b>Health Insurance</b>	<b>\$ 568,826</b>
	\$ 568,826

**Retirement**

Retirement Sewer pg 160	\$ 603,197
Retirement Water pg 162	\$ 603,197
<b>Retirement</b>	<b>\$ 1,206,394</b>
	\$ 1,206,394

**Worker Comp/Unemployment**

Worker Comp Cost- Sewer p160	\$ 6,000
Unemployment Comp - Sewer pg 160	\$ 1,500
Worker Comp Cost- Water pg 162	\$ 1,000
Unemployment Comp - Water pg 162	\$ 1,000
<b>Worker Comp/Unemployment</b>	<b>\$ 9,500</b>
	\$ 9,500

**Total Water and Sewer from Summary** **\$ 22,346,487**

**Total Water and Sewer from Budget Totals** **\$ 22,346,487**